



# PENRYN Town Council

## FINANCE AND GENERAL PURPOSES COMMITTEE

16 January 2017

### Accounts – 1 to 30 November 2016 & 1 to 31 December 2016

Author: Helen Perry, Finance Officer

#### 1. Background

The accounts of the Town Council are presented for approval at each meeting of the Finance and General Purposes Committee (attached as Appendices 1 and 2 to the report). A budget monitoring report and bank reconciliation are also attached as Appendices 3 and 4 to the report.

#### 2. Discussion

The accounts show the total assets of the Council are £326,579.14 as at 30 November 2016. Items of expenditure over £500 (excluding salaries) are as follows:

##### **1 November 2016 to 30 November 2016**

• Cornwall Council	581.00	Town Hall – Non domestic rates
• Cornwall Council	2110.36	Pensions – November
• HMRC	1637.72	Tax/NI
• Ricoh UK Ltd	938.76	Copier Lease 1/8-30/11 Copies 1/5-30/11
• Cornish Culture Association	572.00	Mock Mayor Expenses
• Hedley Solicitors	1094.40	Legal Advice – Library Transfer
• RTP Chartered Surveyors	1035.60	Adjust Plans/Work for tenders
• British Gas	1256.66	Various Gas/Electricity Payments
• TLC Direct	731.40	Christmas Lights
• Greenbank Hotel	1400.00	800 Celebration Dinner
• R Pascoe & Sons	558.00	Clean/Repaint War Memorial
• JHA Consulting	557.50	Detailed Drawings Library
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The accounts show the total assets of the Council are £294,131.33 as at 31 December 2016. Items of expenditure over £500 (excluding salaries) are as follows:

##### **1 December to 31 December 2016**

• Cornwall Council	581.00	Town Hall – Non domestic rates
• Cornwall Council	1969.97	Pensions – December
• HMRC	1406.26	Tax/NI
• RTP Chartered Surveyors	3701.16	Fees – Clock Tower Refurbishment
• RTP Chartered Surveyors	1453.65	Surveyor Fees – Library
• Hedleys Solicitors	864.00	Legal Advice – Library
• Marine Electrical Services	1123.08	Bespoke Christmas Light

- |                               |        |   |
|-------------------------------|--------|---|
| • Procurement Card            | 804.98 | Credit Card Settlement                      |
| • CEF                         | 610.81 | Various electrical part – Xmas Lights/Trees |
| • Churchill Contract Services | 787.63 | Toilet – cleaning contract Nov              |

The following are items of note on the budget monitor report not previously reported:

- **Mileage (4030 100)** – at the present time we are £63 over budget, this amount is expected to increase
- **Printing (4070 100)** – the printing/photocopying budget is currently £5 over budget, further expenditure is expected
- **Advertising (4075 100)** – we are currently £15 over budget due to the advertisement for the Town Clerk position, this budget will increase as the Customer Support Officer's position will be advertised.
- **Civic General (4430 150)** – at the present time we are currently £208 over budget, we have one remaining civic function for the 2016/2017 year (Church Anniversary Service)

### 3. Recommendations

That the list of accounts paid from 1 November to 30 November 2016 and 1 December to 31 December be approved.

### 4. Appendices

1. Balance Sheet - November
2. Accounts Paid – November
3. Bank Reconciliation – All Accounts November
4. Balance Sheet – December
5. Accounts Paid – December
6. Bank Reconciliation – All Accounts December
7. Budget Monitor Report as at 31 December 2016

**Detailed Balance Sheet (Excluding Stock Movement)****Month No: 8 30 November 2016**

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
<i>Current Assets</i>			
100	Debtors	1,993	
105	VAT Control Account	5,728	
200	Lloyds - Treasurer Account	284,933	
210	Lloyds - Instant Access	31,765	
250	Petty Cash	250	
260	Procurement Card	-805	
<b>Total Current Assets</b>			<b>323,864</b>
<i>Current Liabilities</i>			
500	Creditors	17,756	
560	Receipts in Advance	15,000	
<b>Total Current Liabilities</b>			<b>32,756</b>
<b>Net Current Assets</b>			<b>291,108</b>
<b>Total Assets less Current Liabilities</b>			<b>291,108</b>
<i>Represented By :-</i>			
300	Current Year Fund	117,694	
310	General Reserves	87,229	
320	EMR - Elections	4,000	
321	EMR - Commercial Rd C/Park	6,000	
322	EMR - Glasney Field	2,000	
323	EMR - College Field	2,000	
324	EMR - Library	28,000	
326	EMR - Broad St Pavement Fund	20,000	
327	EMR - Paperless Planning	700	
328	EMR - Seats	1,200	
335	EMR - Rent - Permarin	1,604	
340	EMR - Ext. Decor. Town Hall	17,081	
345	EMR - Town Hall Chamber Decor.	2,600	
356	EMR - Litter Bins	1,000	
<b>Total Equity</b>			<b>291,108</b>

At : 11:54

## Lloyds - Treasurer Account

## List of Payments made between 01/11/2016 and 30/11/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/11/2016	KCOM (Eclipse Internet)	DD 3/11	43.08		Internet
03/11/2016	Cornish Coffee Ltd	DD 03/11	45.65		Coffee
03/11/2016	Launceston Town Council	DD 3/11	36.00		Planning Training - MD/LB
04/11/2016	Speedy Asset Services Limited	DD 04/11	137.13		Barrier Hire - Mock Mayor
04/11/2016	Cornwall Council	DD NDR	1,406.00		NDR - November 16
07/11/2016	Ricoh UK Ltd	DD 7/11	938.76		Copies - 1/5 to 31/7/16
09/11/2016	The Printing Chambers	000578	5.00		Banner Amendment
09/11/2016	Helping Hands Penryn CIC	000579	313.00		Paint, Sand & Prime Railings
09/11/2016	Cheque cancelled	000580	0.00		incorrect payee - cancelled
10/11/2016	Marshals For Cornwall	000582	26.10		Marshals - Lumiere event
10/11/2016	Marie Curie	000581	12.00		2 x Tickets - Concert
10/11/2016	Cornish Culture Association	000583	572.00		Mock Mayor Expenses
10/11/2016	Hedleys Solicitors	DD 10/11	1,094.40		Legal Fees - 21/9 to 21/10/16
14/11/2016	RTP Chartered Building Surveyo	DD 14/11	1,035.60		Adjust plans/Work for tenders
14/11/2016	British Gas	DD 14/11	1,256.66		Gas Credit - 1/5/16 to 4/8/16
15/11/2016	British Telecommunications	DD 15/11	152.68		Internet - 1/11 to 31/1/17
16/11/2016	TLC Direct	DD 16/11	731.40		LED Lights & 100m Festoon Hold
16/11/2016	Procurement Card	CARD	156.00		Card Settlement -Oct Statement
17/11/2016	The Greenbank Hotel	000584	1,400.00		800 Celebration Dinner Meals
17/11/2016	Pendennis Brass	000585	250.00		Band - Remembrance Parade
18/11/2016	Salary Nov 2016	SALARY NOV	10,510.97		Salary Nov 2016
18/11/2016	Pitney Bowes	DD 18/11	38.99		Funds to establish £100 credit
21/11/2016	British Gas	DD00001	210.76		Gas - 23/07/16 to 3/11/16
21/11/2016	Worldpay	DD21/11	4.69		Card processing Charges Oct 16
21/11/2016	Glasney Greenspace Regeneratio	000586	209.57		800 - May Day expenditure
21/11/2016	IRIS Business Software Ltd	DD 21/11	11.26		Auto-enrolment 1/10 to 31/10/1
22/11/2016	IRIS Business Software Ltd	DD22/11	5.04		Open Payslips 1/10-31/10/16
28/11/2016	Biffa Waste Services Ltd	DD18/11	30.24		Bin Emptying 22/10 to 18/11/16
28/11/2016	Tanya's Courage Trust	000587	300.00		Grant - Tanya's Courage Trust
28/11/2016	R Pascoe & Sons Memorial Mason	000588	558.00		Clean/Repaint War Memorial
28/11/2016	JHA Consulting	000589	577.50		Detail Drawings - Library
30/11/2016	Cormac Solutions Ltd	DD00003	186.77		Mem Garden Maint - Nov 16
30/11/2016	South West Water	DD00004	284.49		Water/Sewerage 5/8 to 16/11/16
30/11/2016	Smith of Derby Ltd	DD00006	285.60		Annual Clock Service
30/11/2016	Swamp Circus Trust	DD00005	300.00		Kemeneth - Costs
30/11/2016	Western Power Distribution	DD 07/11	497.05		Electricity Connection Works
30/11/2016	Various - Community Grants	DD00002	600.00		Community Grants
30/11/2016	Petty Cash	000590	125.79		Replenish Petty Cash
02/11/2016	The Party People	DD00007	185.00		Timbo Show - switch on night
<b>Total Payments</b>			<b>24,533.18</b>		

At : 11:56

## Petty Cash

## List of Payments made between 01/11/2016 and 30/11/2016

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/11/2016	Cornwall Council	288	1.00		Parking Fee
30/11/2016	Goldsmith	289	15.00		Repair to Mayoral Chain
30/11/2016	Cornwall Council	290	0.70		Parking Fee
30/11/2016	Proper Job	291	35.00		Entertainment - Dead Rynners
30/11/2016	Asda	292	66.79		800 - Food Rynners Banquet
30/11/2016	Lidl	293	3.72		800 - Food Rynners Banquet
30/11/2016	Trago Mills (Falmouth) Ltd	294	3.58		Plates - Rynners Banquet

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		<b>Total Payments</b>	<u>125.79</u>		
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At : 11:56

## Procurement Card

## List of Payments made between 01/11/2016 and 30/11/2016

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/11/2016	Trago Mills (Falmouth) Ltd	CARD 02/11	682.49		LED Lights
08/11/2016	Willows Jewellery Workshop	CARD 8/11	50.00		Repair Mayoral Chain of Office
15/11/2016	The Range	CARD 15/11	24.99		Acrylic Snowflake
16/11/2016	B & Q (Trade UK)	CARD 16/11	47.50		B & Q (Trade UK)

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<b>Total Payments</b>	<u>804.98</u>
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**Penryn Town Council**

**Bank - Cash and Investment Reconciliation as at 30 November 2016**

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	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Lloyds - Treasurer Accounts	295,495.25
2	Lloyds - 30 Day Account	31,764.66
3	Investment Holding Account	0.00
4	Petty Cash	124.21
5	Procurement Card	-804.98
		<b>326,579.14</b>
<u>Unpresented Payments</u>		
1	10/08/2016 000540	50.00
1	30/09/2016 000561	12.00
1	31/10/2016 000569	3,850.00
1	31/10/2016 000573	2,000.00
1	31/10/2016 000574	500.00
1	09/11/2016 000578	5.00
1	10/11/2016 000581	12.00
1	10/11/2016 000583	572.00
1	17/11/2016 000584	1,400.00
1	17/11/2016 000585	250.00
1	21/11/2016 000586	209.57
1	28/11/2016 000587	300.00
1	28/11/2016 000588	558.00
1	28/11/2016 000589	577.50
1	30/11/2016 000590	125.79
1	25/02/2016 710691	140.00
		<b>10,561.86</b>
		<b>316,017.28</b>
<u>Receipts not on Bank Statement</u>		
4	30/11/2016	125.79
		<b>125.79</b>
<b>Closing Balance</b>		<b>316,143.07</b>
<u>All Cash &amp; Bank Accounts</u>		
	Lloyds - Treasurer Account	284,933.39
	Lloyds - Instant Access	31,764.66
	Investment Holding Account	0.00
	Petty Cash	250.00
	Procurement Card	-804.98
	Other Bank & Cash Balances	0.00
	<b>Total Bank &amp; Cash Balances</b>	<b>316,143.07</b>

**Detailed Balance Sheet (Excluding Stock Movement)****Month No: 9 31 December 2016**

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
<i>Current Assets</i>			
100	Debtors	2,019	
105	VAT Control Account	6,229	
200	Lloyds - Treasurer Account	260,883	
210	Lloyds - Instant Access	31,766	
250	Petty Cash	250	
260	Procurement Card	-165	
<b>Total Current Assets</b>			<b>300,982</b>
<i>Current Liabilities</i>			
500	Creditors	9,584	
560	Receipts in Advance	15,000	
<b>Total Current Liabilities</b>			<b>24,584</b>
<b>Net Current Assets</b>			<b>276,399</b>
<b>Total Assets less Current Liabilities</b>			<b>276,399</b>
<i>Represented By :-</i>			
300	Current Year Fund	102,985	
310	General Reserves	87,229	
320	EMR - Elections	4,000	
321	EMR - Commercial Rd C/Park	6,000	
322	EMR - Glasney Field	2,000	
323	EMR - College Field	2,000	
324	EMR - Library	28,000	
326	EMR - Broad St Pavement Fund	20,000	
327	EMR - Paperless Planning	700	
328	EMR - Seats	1,200	
335	EMR - Rent - Permarin	1,604	
340	EMR - Ext. Decor. Town Hall	17,081	
345	EMR - Town Hall Chamber Decor.	2,600	
356	EMR - Litter Bins	1,000	
<b>Total Equity</b>			<b>276,399</b>



At : 14:17

## Lloyds - Treasurer Account

## List of Payments made between 01/12/2016 and 31/12/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2016	Hudson Accounting Ltd	DD00008	225.00		Interim internal audit 2016/17
01/12/2016	South West Water	DD00009	110.20		Water/Sewer Permarin 5/8-14/11
05/12/2016	KCOM (Eclipse Internet)	dd 5/12	43.08		Internet
06/12/2016	RTP Chartered Building Surveyo	DD0010	3,701.16		Fees - Clock Tower Refurb
06/12/2016	Pitney Bowes	DD 06/12	100.00		Reset of Postage Machine
07/12/2016	W C Rowe	000591	30.00		Mince Pies - Switch On
08/12/2016	Churchill Contract Services	000592	787.63		Cleaning Contract - Nov 2016
08/12/2016	Claire Ingleheart	000593	100.00		Suitcase Singers (switch on)
09/12/2016	Booths Print	DD00011	225.20		A5 Remem Order of Service
09/12/2016	South West Water	DD00012	302.08		Water (Quay) - 5/8/16 to 28/11
09/12/2016	Cornwall Council	DD00013	132.00		Road Closure - Light Switch-on
09/12/2016	Mrs P A Miller	000594	10.00		Supply Quiche/Sponge (Ryners)
09/12/2016	Camborne Youth Band	00595	250.00		Band - Mayor carol concert
12/12/2016	Biffa Waste Services Ltd	DD00016	37.80		Bin Emptying 19/11 to 23/12/16
12/12/2016	Cornish Coffee Ltd	DD00017	48.87		Coffee
12/12/2016	Hedleys Solicitors	DD00019	864.00		Legal Advice - Library Transfe
12/12/2016	RTP Chartered Building Surveyo	DD00020	1,453.65		Surveyor Fees - Library
12/12/2016	Cornwall Council	DD00014	1,406.00		NDR - Dec 16
15/12/2016	British Telecommunications	DD 15/12	218.63		Telephone - 01326 373086
16/12/2016	Marine Electrical Services	DD00018	1,123.08		Merry Christmas from Penryn Si
16/12/2016	Procurement Card	CARD 16/12	804.98		Card Settlement Nov 16 Stateme
16/12/2016	British Telecommunications	DD 16/12	80.28		Telephone - 01326 373004
19/12/2016	British Telecommunications	DD 19/12	167.40		Telephone - 01326 372158
20/12/2016	Salary Dec 2016	DD00021	9,891.76		Salary Dec 2016
20/12/2016	British Gas	DD00022	23.10		Electric - 14/11 to 26/11/16
20/12/2016	Various (repay MS)	DD00023	333.52		Various
21/12/2016	IRIS Business Software Ltd	dd 21/12	5.04		Open Payslips 1/11 to 30/11/16
21/12/2016	IRIS Business Software Ltd	DD 21/12	11.26		Auto-enrolment 1/11-30/11
21/12/2016	Worldpay	DD 21/12	15.63		Card Charges & PCI
22/12/2016	The Printing Chambers	DD00025	32.00		Banner Amendment
22/12/2016	Rebecca Sims (fannie&fox)	000596	85.24		Lantern Making Materials
23/12/2016	B & Q (Trade UK)	DD00027	21.65		Various Plants
23/12/2016	Falmouth Town Council	DD00028	69.58		ACAS Course attendance 24/10
23/12/2016	Cormac Solutions Ltd	DD00029	186.77		Memorial Garden maint - Dec 16
23/12/2016	Local World Limited	DD00030	287.52		Town Clerk - Job Advertisement
23/12/2016	David Morris Window Cleaning	DD00031	240.00		Window Cleaning
23/12/2016	Civic Expenses	DD00026	180.00		Town Crier/Mace Bearer Expense
23/12/2016	The Sign Shop Penryn Ltd	DD00032	144.00		Repair Christmas Light
23/12/2016	City Electrical Factors	DD00024	610.81		electrical parts
28/12/2016	Complete Office Solutions UK L	DD00033	63.36		A4 & A5 2017 Diaries
29/12/2016	TLC Direct	DD00034	174.54		SK5411 LED Outdoor Lights Colo
31/12/2016	Petty Cash	000597	99.45		Replenish Petty Cash
31/12/2016	Mary K May	000598	62.95		Repayment - various

<b>Total Payments</b>	<u>24,759.22</u>
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At : 14:19

## Petty Cash

## List of Payments made between 01/12/2016 and 31/12/2016

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/12/2016	Sainsburys	295	18.00		Refreshments - switch on
09/12/2016	Macsalvors	296	2.25		Blisterpack - bolts
12/12/2016	Pip-Ins	297	18.20		Refreshments
15/12/2016	The Printing Chambers	298	1.00		2 x A3 Card
15/12/2016	Co-Act Dance	299	60.00		Entertainment - switch on

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<b>Total Payments</b>			<u>99.45</u>		
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At : 14:20

Procurement Card

List of Payments made between 01/12/2016 and 31/12/2016

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/12/2016	Muddy Beach Penryn	CARD 20/12	164.90		Staff Lunch
<b>Total Payments</b>			<u>164.90</u>		

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**Penryn Town Council**

**Bank - Cash and Investment Reconciliation as at 31 December 2016**

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	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	Lloyds - Treasurer Accounts	262,505.50
2	Lloyds - 30 Day Account	31,765.97
3	Investment Holding Account	0.00
4	Petty Cash	24.76
5	Procurement Card	-164.90
		<b>294,131.33</b>
<u>Unpresented Payments</u>		
1	10/08/2016 000540	50.00
1	30/09/2016 000561	12.00
1	21/11/2016 000586	209.57
1	28/11/2016 000589	577.50
1	30/11/2016 000590	125.79
1	09/12/2016 000594	10.00
1	09/12/2016 00595	250.00
1	22/12/2016 000596	85.24
1	31/12/2016 000597	99.45
1	31/12/2016 000598	62.95
1	25/02/2016 710691	140.00
		<b>1,622.50</b>
		<b>292,508.83</b>
<u>Receipts not on Bank Statement</u>		
4	30/11/2016	125.79
4	31/12/2016	99.45
		<b>225.24</b>
		<b>292,734.07</b>
<u>Closing Balance</u>		
<u>All Cash &amp; Bank Accounts</u>		
	Lloyds - Treasurer Account	260,883.00
	Lloyds - Instant Access	31,765.97
	Investment Holding Account	0.00
	Petty Cash	250.00
	Procurement Card	-164.90
	Other Bank & Cash Balances	0.00
	<b>Total Bank &amp; Cash Balances</b>	<b>292,734.07</b>

Month No : 9

Budget Report up to 31 December 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b>Full Council</b>								
<b>100 Administration</b>								
4000	Salaries - Administration	4,563	44,064	59,607	15,543	15,543	73.9 %	
4001	Salaries - Caretakers	1,800	16,099	20,407	4,308	4,308	78.9 %	
4010	Tax/NI - Administration	1,225	12,961	17,759	4,798	4,798	73.0 %	
4011	Tax/NI - Caretakers	181	1,610	1,916	306	306	84.0 %	
4020	Pensions - Employees	422	4,091	5,048	957	957	81.0 %	
4021	Pensions - Employers	1,323	12,737	18,389	5,652	5,652	69.3 %	
4022	Pensions - ADC	225	2,025	2,700	675	675	75.0 %	
4030	Mileage	152	713	650	-63	-63	109.7 %	
4031	Travel	0	36	75	39	39	47.6 %	
4035	Staff Clothing	0	0	500	500	500	0.0 %	
4050	Training	70	455	1,500	1,045	1,045	30.3 %	
4055	Bank Charges	14	22	50	28	28	44.1 %	
4060	Postage	113	863	1,200	337	337	72.0 %	
4065	Photocopier Lease	266	1,316	1,350	34	34	97.5 %	
4070	Printing	159	755	750	-5	-5	100.7 %	
4075	Advertising	240	315	300	-15	-15	104.9 %	
4080	Stationery	37	401	670	269	269	59.9 %	
4085	Telephone/Fax/Internet	424	1,736	1,610	-126	-126	107.8 %	
4090	Consultancy & Audit	0	320	1,450	1,130	1,130	22.1 %	
4100	Office - Other	32	961	950	-11	-11	101.1 %	
4105	Computer Related	0	877	1,380	503	503	63.5 %	
4110	Subscriptions	0	1,736	1,770	34	34	98.1 %	
4115	Insurance	0	7,215	8,080	865	865	89.3 %	
4120	Canteen	0	739	780	41	41	94.8 %	
	Administration :- Expenditure	<b>11,246</b>	<b>112,047</b>	<b>148,891</b>	<b>36,844</b>	<b>0</b>	<b>36,844</b>	<b>75.3 %</b>
	<b>Net Expenditure over Income</b>	<b>11,246</b>	<b>112,047</b>	<b>148,891</b>	<b>36,844</b>			
<b>110 Amenities</b>								
4180	Bus Shelter - Repairs & Maint.	90	270	530	260	260	50.9 %	
4185	Footpath Maint	93	840	1,240	400	280	119	90.4 %
4190	Seats Maint.	0	0	490	490	490	0.0 %	
4195	Treluswell Verge	0	535	825	290	290	64.8 %	
4200	Packsaddle Verge	0	389	570	181	181	68.2 %	
4205	Other General Maint.	0	535	1,420	885	885	37.7 %	
4210	Quay Hill Shelter	0	315	1,800	1,485	1,485	17.5 %	
4215	Doorstep Green/Glasney	0	1,174	2,220	1,046	1,046	52.9 %	
4225	Memorial Gardens Maint.	62	1,453	2,620	1,167	453	714	72.8 %

Month No : 9

Budget Report up to 31 December 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4230 Floral Displays/Penryn Pride	0	1,812	2,630	818	857	-38	101.5 %
4235 Litter Bin Maintenance	0	0	1,050	1,050		1,050	0.0 %
4240 Weed Clearing	0	1,498	2,130	632		632	70.3 %
4900 Miscellaneous Expenditure	0	20	0	-20		-20	0.0 %
Amenities :- Expenditure	<b>246</b>	<b>8,841</b>	<b>17,525</b>	<b>8,684</b>	<b>1,590</b>	<b>7,094</b>	<b>59.5 %</b>
1000 Footpath Maintenance Income	0	225	225	0			100.0 %
Amenities :- Income	<b>0</b>	<b>225</b>	<b>225</b>	<b>0</b>			<b>100.0 %</b>
<b>Net Expenditure over Income</b>	<b>246</b>	<b>8,616</b>	<b>17,300</b>	<b>8,684</b>			
<b>120 Cemetery</b>							
4250 Non-Domestic Rates	63	566	640	74		74	88.5 %
4255 Burial Ground Maint.	25	1,760	4,680	2,920	1,500	1,420	69.7 %
Cemetery :- Expenditure	<b>88</b>	<b>2,326</b>	<b>5,320</b>	<b>2,994</b>	<b>1,500</b>	<b>1,494</b>	<b>71.9 %</b>
1050 Burial Income	50	1,500	2,000	-500			75.0 %
1055 Exclusive Right Burial Income	50	1,200	0	1,200			0.0 %
1060 Memorials Income	45	755	500	255			151.0 %
1070 Plot Reservations	0	100	0	100			0.0 %
Cemetery :- Income	<b>145</b>	<b>3,555</b>	<b>2,500</b>	<b>1,055</b>			<b>142.2 %</b>
<b>Net Expenditure over Income</b>	<b>-57</b>	<b>-1,229</b>	<b>2,820</b>	<b>4,049</b>			
<b>130 Capital Expenditure</b>							
4300 Office Equipment	0	190	500	310		310	38.0 %
4305 Furniture & Fittings	0	0	500	500		500	0.0 %
4310 Bus Shelters	0	0	3,000	3,000		3,000	0.0 %
4315 Seats	0	117	600	483		483	19.4 %
4320 Town Signs	0	1,904	2,500	596		596	76.2 %
4340 Christmas Light Displays	0	2,251	0	-2,251		-2,251	0.0 %
Capital Expenditure :- Expenditure	<b>0</b>	<b>4,462</b>	<b>7,100</b>	<b>2,638</b>	<b>0</b>	<b>2,638</b>	<b>62.8 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>4,462</b>	<b>7,100</b>	<b>2,638</b>			
<b>140 Car Parks</b>							
4250 Non-Domestic Rates	242	2,178	2,450	272		272	88.9 %
4380 Permarin - Lease/Rent	0	4,870	6,650	1,781		1,781	73.2 %
4390 Permarin - Maint.	0	338	1,500	1,162	346	816	45.6 %
4395 Shute Meadow Maint.	0	105	175	70		70	60.0 %
Car Parks :- Expenditure	<b>242</b>	<b>7,491</b>	<b>10,775</b>	<b>3,284</b>	<b>346</b>	<b>2,939</b>	<b>72.7 %</b>
<b>Net Expenditure over Income</b>	<b>242</b>	<b>7,491</b>	<b>10,775</b>	<b>3,284</b>			

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Budget Report up to 31 December 2016

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>150</b>	<b>Civic</b>							
4430	Civic - General	448	1,208	1,000	-208		-208	120.8 %
4435	Mayor's Allowance	165	2,207	2,750	543		543	80.2 %
4440	Civic Insignia/Regalia	0	2,223	1,710	-513		-513	130.0 %
	Civic :- Expenditure	<b>613</b>	<b>5,637</b>	<b>5,460</b>	<b>-177</b>	<b>0</b>	<b>-177</b>	<b>103.2 %</b>
	<b>Net Expenditure over Income</b>	<b>613</b>	<b>5,637</b>	<b>5,460</b>	<b>-177</b>			
<b>160</b>	<b>Grants</b>							
4480	Grants - Community	0	6,300	7,000	700		700	90.0 %
4490	Minor Repairs Grants	0	890	1,195	305		305	74.5 %
	Grants :- Expenditure	<b>0</b>	<b>7,190</b>	<b>8,195</b>	<b>1,005</b>	<b>0</b>	<b>1,005</b>	<b>87.7 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>7,190</b>	<b>8,195</b>	<b>1,005</b>			
<b>170</b>	<b>Income</b>							
1076	Precept Received	0	287,129	287,129	0			100.0 %
1090	Interest Received	1	291	350	-59			83.1 %
1100	Grants Received	0	22,202	3,000	19,202			740.1 %
1110	Council Tax Support	0	22,310	22,309	1			100.0 %
1150	Other Income	0	800	0	800			0.0 %
	Income :- Income	<b>1</b>	<b>332,731</b>	<b>312,788</b>	<b>19,943</b>			<b>106.4 %</b>
	<b>Net Expenditure over Income</b>	<b>-1</b>	<b>-332,731</b>	<b>-312,788</b>	<b>19,943</b>			
<b>180</b>	<b>Other Services</b>							
4520	C.C.T.V.	0	2,386	6,000	3,614		3,614	39.8 %
4521	Youth Service	0	6,750	6,750	0		0	100.0 %
	Other Services :- Expenditure	<b>0</b>	<b>9,136</b>	<b>12,750</b>	<b>3,614</b>	<b>0</b>	<b>3,614</b>	<b>71.7 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>9,136</b>	<b>12,750</b>	<b>3,614</b>			
<b>190</b>	<b>Projects &amp; Events</b>							
4560	Penryn Week Expenditure	0	1,798	2,500	702		702	71.9 %
4561	Penryn Town Fair	0	129	1,500	1,371		1,371	8.6 %
4563	Penryn Christmas Lights	512	1,126	1,500	374		374	75.1 %
4564	Remembrance Sunday	0	250	250	0		0	100.0 %
4565	Memorial Garden Power Supply	0	507	1,500	993		993	33.8 %
4566	Neighbourhood Plan	0	0	7,000	7,000		7,000	0.0 %
4567	800th Anniversary Celebration	10	24,200	15,000	-9,200		-9,200	161.3 %
4574	Tree Festival	421	677	0	-677		-677	0.0 %

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Budget Report up to 31 December 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4575 Penryn Commemorates Project	0	512	1,270	759		759	40.3 %
4580 Council Chamber Refurbishment	0	2,307	0	-2,307		-2,307	0.0 %
4581 Clock Tower Refurbishment	0	9,892	46,000	36,108		36,108	21.5 %
4582 Permarin Pocket Park	0	1,679	0	-1,679		-1,679	0.0 %
4900 Miscellaneous Expenditure	0	12	200	188		188	6.0 %
Projects & Events :- Expenditure	<b>943</b>	<b>43,088</b>	<b>76,720</b>	<b>33,632</b>	<b>0</b>	<b>33,632</b>	<b>56.2 %</b>
1200 Events Income	97	2,329	700	1,629			332.7 %
Projects & Events :- Income	<b>97</b>	<b>2,329</b>	<b>700</b>	<b>1,629</b>			<b>332.7 %</b>
<b>Net Expenditure over Income</b>	<b>846</b>	<b>40,758</b>	<b>76,020</b>	<b>35,262</b>			
<b>200 Public Conveniences</b>							
4250 Non-Domestic Rates	68	610	690	80		80	88.3 %
4600 Water	0	915	550	-365		-365	166.3 %
4610 Electricity	17	111	260	149		149	42.8 %
4615 Repairs & Maintenance	0	60	1,000	940		940	6.0 %
4620 Annual Contracts	656	5,907	3,800	-2,107		-2,107	155.5 %
4650 Consumables	0	-500	330	830		830	-151.5 %
Public Conveniences :- Expenditure	<b>742</b>	<b>7,103</b>	<b>6,630</b>	<b>-473</b>	<b>0</b>	<b>-473</b>	<b>107.1 %</b>
<b>Net Expenditure over Income</b>	<b>742</b>	<b>7,103</b>	<b>6,630</b>	<b>-473</b>			
<b>210 Saracen House</b>							
4250 Non-Domestic Rates	220	1,982	2,230	248		248	88.9 %
4600 Water	0	200	500	300		300	40.1 %
4605 Gas	0	5,869	0	-5,869		-5,869	0.0 %
4610 Electricity	0	611	1,170	559		559	52.2 %
4615 Repairs & Maintenance	0	405	1,000	595		595	40.5 %
4620 Annual Contracts	0	264	280	16		16	94.4 %
4670 Rent	0	3,489	12,000	8,511		8,511	29.1 %
4900 Miscellaneous Expenditure	0	0	200	200		200	0.0 %
Saracen House :- Expenditure	<b>220</b>	<b>12,820</b>	<b>17,380</b>	<b>4,560</b>	<b>0</b>	<b>4,560</b>	<b>73.8 %</b>
<b>Net Expenditure over Income</b>	<b>220</b>	<b>12,820</b>	<b>17,380</b>	<b>4,560</b>			
<b>220 Temperance Hall</b>							
4250 Non-Domestic Rates	232	2,091	2,350	259		259	89.0 %
4600 Water	0	200	370	170		170	54.1 %
4605 Gas	0	594	3,230	2,636		2,636	18.4 %
4610 Electricity	0	743	1,260	517		517	59.0 %



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Budget Report up to 31 December 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4615 Repairs & Maintenance	2	203	1,000	797		797	20.3 %
4620 Annual Contracts	0	281	240	-41		-41	117.1 %
4900 Miscellaneous Expenditure	0	20	200	180		180	10.0 %
Temperance Hall :- Expenditure	<b>234</b>	<b>4,132</b>	<b>8,650</b>	<b>4,518</b>	<b>0</b>	<b>4,518</b>	<b>47.8 %</b>
1300 Temperance Hall Hire Income	565	5,830	5,450	380			107.0 %
Temperance Hall :- Income	<b>565</b>	<b>5,830</b>	<b>5,450</b>	<b>380</b>			<b>107.0 %</b>
<b>Net Expenditure over Income</b>	<b>-331</b>	<b>-1,698</b>	<b>3,200</b>	<b>4,898</b>			
<b>230 Town Hall</b>							
4250 Non-Domestic Rates	581	5,227	5,870	643		643	89.0 %
4600 Water	0	164	220	57		57	74.3 %
4605 Gas	0	660	1,280	620		620	51.6 %
4610 Electricity	0	958	1,130	172		172	84.8 %
4615 Repairs & Maintenance	0	1,928	1,000	-928		-928	192.8 %
4620 Annual Contracts	0	728	780	52		52	93.3 %
4700 Museum Expenditure	0	260	1,000	740		740	26.0 %
4701 Wedding Licence Fee (3 yrly)	0	1,210	0	-1,210		-1,210	0.0 %
4900 Miscellaneous Expenditure	0	60	200	140		140	30.0 %
Town Hall :- Expenditure	<b>581</b>	<b>11,195</b>	<b>11,480</b>	<b>285</b>	<b>0</b>	<b>285</b>	<b>97.5 %</b>
1350 Town Hall Hire Income	0	7,028	4,910	2,118			143.1 %
1351 Town Crier Wedding Income	0	50	0	50			0.0 %
1360 Museum Donations	0	150	100	50			150.5 %
Town Hall :- Income	<b>0</b>	<b>7,228</b>	<b>5,010</b>	<b>2,218</b>			<b>144.3 %</b>
<b>Net Expenditure over Income</b>	<b>581</b>	<b>3,966</b>	<b>6,470</b>	<b>2,504</b>			
<b>240 Penryn Library</b>							
4091 Professional Fees	0	12,486	0	-12,486		-12,486	0.0 %
4900 Miscellaneous Expenditure	0	120	0	-120		-120	0.0 %
Penryn Library :- Expenditure	<b>0</b>	<b>12,606</b>	<b>0</b>	<b>-12,606</b>	<b>0</b>	<b>-12,606</b>	
<b>Net Expenditure over Income</b>	<b>0</b>	<b>12,606</b>	<b>0</b>	<b>-12,606</b>			
<b>250 Health &amp; Safety</b>							
4620 Annual Contracts	0	346	363	17		17	95.2 %
4625 Annual Inspections	140	273	545	272		272	50.1 %
4900 Miscellaneous Expenditure	0	0	100	100		100	0.0 %
Health & Safety :- Expenditure	<b>140</b>	<b>619</b>	<b>1,008</b>	<b>389</b>	<b>0</b>	<b>389</b>	<b>61.4 %</b>
<b>Net Expenditure over Income</b>	<b>140</b>	<b>619</b>	<b>1,008</b>	<b>389</b>			

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Budget Report up to 31 December 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>260 Memorial Garden</b>							
4610 Electricity	223	223	0	-223		-223	0.0 %
Memorial Garden :- Expenditure	<b>223</b>	<b>223</b>	<b>0</b>	<b>-223</b>	<b>0</b>	<b>-223</b>	
<b>Net Expenditure over Income</b>	<b>223</b>	<b>223</b>	<b>0</b>	<b>-223</b>			
Full Council :- Expenditure	<b>15,517</b>	<b>248,914</b>	<b>337,884</b>	<b>88,970</b>			<b>74.7 %</b>
Income	<b>808</b>	<b>351,899</b>	<b>326,673</b>	<b>25,226</b>			<b>107.7 %</b>
<b>Net Expenditure over Income</b>	<b>14,709</b>	<b>-102,985</b>	<b>11,211</b>	<b>114,196</b>			
<b><u>Earmarked Reserves</u></b>							
<b>900 Earmarked Reserves</b>							
9000 EMR - Elections	0	0	4,000	4,000		4,000	0.0 %
9020 EMR - Rent Permarin	0	0	1,604	1,604		1,604	0.0 %
9025 EMR - Ext. Decor. Town Hall	0	0	17,081	17,081		17,081	0.0 %
9030 EMR - Town Hall Chamber Decor.	0	0	2,600	2,600		2,600	0.0 %
9036 EMR - Paperless Planning	0	0	700	700		700	0.0 %
9037 EMR - Seats	0	0	1,200	1,200		1,200	0.0 %
9041 EMR - Litter Bins	0	0	1,000	1,000		1,000	0.0 %
9043 EMR - Commercial Road Car Park	0	0	6,000	6,000		6,000	0.0 %
9044 EMR - Glasney Playing Field	0	0	2,000	2,000		2,000	0.0 %
9045 EMR - Penryn Library	0	0	28,000	28,000		28,000	0.0 %
9046 EMR - Broad Street Pavements	0	0	20,000	20,000		20,000	0.0 %
9048 EMR - College Field	0	0	2,000	2,000		2,000	0.0 %
Earmarked Reserves :- Expenditure	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>	<b>0</b>	<b>86,185</b>	
<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			
Earmarked Reserves :- Expenditure	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			<b>0.0 %</b>
Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			